TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, March 08, 2022 8:30 a.m.

Tippecanoe Room, Tippecanoe County Office Building 20 N 3rd Street, Lafayette, Indiana

Councilmembers present: President Kevin Underwood, Vice President Kathy Vernon, Barry Richard, Ben Murray, John Basham, Lisa Dullum, and Jody Hamilton

Others present: Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary Jennifer Wafford.

- I. Call to Order and Pledge of Allegiance
 - President Underwood called the meeting to order and led the Pledge of Allegiance.
- II. American Rescue Plan Act Presentation Thomas Murtaugh

Before the presentation, Councilmember Hamilton advised that she would need to abstain from any vote related to this project due to a conflict of interest.

Commissioner Murtaugh presented the ARPA PowerPoint and plan to the Council. He advised that \$37,961,016 has been made available to the County. The ARPA Committee is ready to submit their plan for this money for consideration. Commissioner Murtaugh highlighted the specific projects in the allowable categories, as listed in Resolution 2022-08-CL. He notes that the plan is a working document and the projects and amounts are subject to change. If there is a change to this plan, it will be brought back before the Council.

Councilmember Richard asked what the purchase price was for the building for the Food Finders Food Bank? Katy Bunder, CEO of Food Finders Food Bank, advised that the request to the County was for \$500,000 to purchase the building. They plan to eventually move all operations to the new Market Square location instead of running three different locations. Before this can occur, some renovations that need to happen in the new building.

Councilmember Basham commented on the money set aside for Regional Sewer projects and expressed the difficulty Romney Regional Sewer District had with locating funding. Commissioner Murtaugh advised that the funds earmarked for the Sewer Districts is to potentially provide some equipment for the various districts. He noted that Romney Sewer District could submit a request for funding for needed updates and equipment.

Councilmember Dullum asked Commissioner Murtaugh to speak about the matching grant for READI and how the funds are split. Commissioner Murtaugh advised that the READI grant is being split between six different counites for the regional project. Of the funds projected for our region, \$8.5 million will be what funds the projects within Tippecanoe County. For projects anticipated in the other counties, the match will come within that County.

Councilmember Dullum asked for more information on the workforce and talent attraction project since there wasn't a slide for that in the presentation. Commissioner Murtaugh advised that the Board is still working with the Indiana Economic Development Corporation (IEDC) on identifying how these projects work. The IEDC has to ensure that the READI grant money, which is also funded through the ARPA, is used on projects in accordance with the proper guidelines. The Workforce and Talent Attraction project is one that doesn't fit well into one of the five categories. This project may end up being one that is removed from this list. Commissioner Murtaugh did advise, however, that there is a possibility for the project to be funded under a different scenario.

Councilmember Basham asked about the housing development project. Commissioner Murtaugh advised that this project is in the READI grant, and he is not sure how that will work with IEDC's guidelines. He advises that there will be some sort of housing component to the plan, but it has not been clearly defined at this point.

III. Public Comment on ARPA Presentation - None

IV. Resolution 2022-08-CL: Endorsing Plan for Expenditure of ARPA Funds

This resolution is to approve the plan that Commissioner Murtaugh presented. Attorney Masson advised that the Ordinance in ARPA leaves it to the Commissioners to develop a plan, but the Council has to approve the spending laid out in the plan.

Councilmember Dullum stated that she thinks this is a good plan overall, but she has some concerns about certain aspects of the plan. Her specific concerns involve the workforce attraction and housing development portions of the plan. However, as the community learns more and provides feedback, she hopes those concerns will be addressed.

Councilman Basham asked what entity was responsible for funding the workforce development project? Commissioner Murtaugh advised that there has been a pilot project launched through the Greater Lafayette Commerce, which includes the expertise of a company called TMap, which is the founder of Angie's List. They are using social media to identify individuals who have a connection to Tippecanoe County and are reaching out to them regarding relocating back to this community to fulfill employment needs.

• Councilmember Murray moved to approve Resolution 2022-08-CL as presented, second by Councilmember Richard. Motion carried.

V. Auditor's Financial Report - Bob Plantenga

The 2022 Financial Statement shows a General Fund beginning cash balance of \$15,823,611. The projected miscellaneous revenue, property taxes, and deductions for circuit breakers, leave the total funds available at \$68,866,830. After deducting encumbrances, the 2022 Budget, and the Minimum balance established by Council, the beginning net balance is \$4,162,048. In 2022, there have been miscellaneous expenses in the amount of \$1,505, and appropriations approved for February in the amount of \$1,525. The March request for General Fund appropriations total \$64,467.

The Revenue Report highlights: The Reimbursements / Internal Refunds (0761) line shows a receipt of \$320,000 for February. The transfer is from LIT Rainy Day to General Fund to support the slight reduction of LIT Funds for 2022.

The Fund Balances Report shows: The General Fund (1000) shows a month-end balance of \$11,491,668.13. The LIT Economic Development Fund (1112) shows a disbursement in February in the amount of \$1,995,740.20. The disbursement amount included interest and principal payments on the Fairgrounds bond that is paid twice a year. For February, a principal payment was made in the amount of \$1,150,000, and an interest payment was made in the amount of \$253,943.75. The Cumulative Voting System Fund (1143) shows a month-end balance of \$300,000. This is the fund that accumulates money for larger voting equipment. The County Self Insurance Fund (4710) shows disbursements of \$295,361.83, which is lower than in previous months. However, it is only low because Anthem was delayed in sending invoices to the County. So, the disbursements and balance are not accurate to what a normal month would show. The County Self Insurance Worker's Compensation Fund (4718) shows a month-end balance of \$1,078,827.48. This fund was created this year to cover workman's compensation claims. The fund started with \$1 million at the beginning of the year, and as each payroll is processed, the money is moved from department budgets into this line.

VI. Treasurer's Report – Jennifer Weston

The Account Balances and Interest Rates report was distributed and shows an account balance for February of \$141,117,829.67, with a total interest of \$69,515.98.

The General Fund has received \$103,091.99 of interest for 2022, of the year-to-date total interest accrued of \$157,474.41. As of the end of February, 18.3% of the revised earnings estimate has been received.

Treasurer Weston notes that for the General Fund, she was more optimistic in February than she is now about the rates possibly rising. She advised that her office is gearing up to print out the 2022 tax bills later in the week, and bills should be sent out in a timely manner.

VII. Public Comment on Agenda Items – None

VIII. Consent Agenda

• Councilmember Murray moved to approve the consent agenda as distributed, second by Councilmember Basham. Motion carried.

A. Approval of Meeting Minutes from February 08, 2022

B. Juvenile Alternatives – JDAI Grant Fund 9215 SF22

Transfer	\$ 3,080	Other Professional Services
		to Other Supplies
	\$ 2,500	Other Professional Services
		to Other Machinery & Equipment

C. Community Corrections – DOC Comm Tran Fund 1123 CF20 & CF21

Transfer	*) 4	17,027	Other Supplies (CF20)
	\$	3 1	13,321	Other Supplies (CF21)
				to Vehicles / Machinery & Equipment

D. Prosecutor – Patrick Harrington

ICAC Fund 8198 FF22

Grant Appropriation 10,950 Minor Equipment

IX. Additional Appropriations:

A. Prosecutor – Patrick Harrington

1. Prosecutor PSN-N Fund 8273 FY23

Grant Appropriation

60,385 Other Professional Services •Councilmember Hamilton moved to approve the appropriation as presented, second by

Councilmember Dullum.

This appropriation is for grant funds that will target multi-unit apartment complexes or neighborhoods that involve violent crime and provide education and training for residents to prevent illegal drug activity. Prosecutor Harrington notes that it took about eight months for the funds or approval to go through the channels for the money to be sent to his office.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. 2022 Salary Statement 10.875 Bonus / Covid-19 Pandemic / APS Fund 8252 Prosecutor Harrington noted that this is the Salary statement that he did not have at the last Council meeting when the funds were approved. This is a grant for bonuses for the APS Investigation team.

Councilmember Murray advised that he is very concerned about this request and the potential problems that could come with its approval. He notes that he is looking at this request from more of a policy standpoint. He advises that his role on the Council is ensuring fiscal responsibility. He states that he appreciates the work of the APS staff along with everyone else. However, he cannot

agree to bonuses for only four County employees, compared to the rest of the employees, when there are other departments and staff that have also put in hard work and deserve a bonus.

Prosecutor Harrington clarified that this money is for hazard pay and came through the U.S. Congress to the State and then to his APS unit. He notes that other APS units also received this funding and it was not a grant that he applied for but one that his office was awarded. He advised that while it is called a grant, it is technically a contract with the State to provide APS services. He does not view this as a county policy issue, as far as County Employees being treated differently. He advises that if his APS unit does not receive approval for the hazard pay, they will be treated differently than all their peers across the state that have already received the funding.

Councilmember Vernon advised that she was also concerned about this bonus pay. When she read the documentation provided at the last meeting, it mentioned a County Policy. Councilmember Vernon notes that the County does not have a current policy regarding bonuses. The grant documentation states that if the APS unit is unable to use the money allocated due to a County Policy or Procedure, then it must obtain Division of Aging approval to spend the funds in a way that is consistent with the Federal Grant money. Councilmember Vernon advises that the next logical step would be to establish a policy regarding the acceptance of this type of grant. She feels that there are many departments that deserve hazard pay.

Prosecutor Harrington advises that he interprets that section of the grant to say that if the money gets returned to the state, the State APS department will redirect the funds and get them to the employees.

Councilmember Richard states that he is appreciative of all the County departments and what they have done for the citizens of Tippecanoe County. He feels strongly that the Council should approve the request presented because the Prosecutor has this money available specifically for this purpose.

• Councilmember Hamilton moved to approve the salary statement as presented, second by Councilmember Dullum. Motion carried, with Councilmember Murray voting No.

B. Sheriff - Robert Goldsmith

1. LIT PS Fund 1170

Appropriation

\$ 31,225 Vehicles / Machinery & Equipment

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Richard.

This appropriation is for the Sheriff's office to purchase a Jeep Compass that was ordered last year but didn't come in. The Sheriff's office was informed that the vehicle should be ready for pick up at the end of the month.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. Misdemeanant Fund 1175

Appropriation \$ 43,794 Other Supplies \$ 23,041 Health & Medical \$ 66.835 Total Requested

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.

This is to appropriate the remaining amount of the Sheriff's budget for 2021.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. Sheriff Donation Fund 4127

Appropriation \$ 10,000 Safety / K-9

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.

This appropriation is for a donation received from the Coffin Family Foundation to purchase a dualpurpose narcotic canine to use in coordination with the Tippecanoe County Sheriff's Office, and the Tippecanoe County Drug task force.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

C. Coroner - Carrie Costello

General Fund 1000

Appropriation

\$ 2,267 Part-Time Salaries

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Murray.

This appropriation is for part-time salaries. This is the amount of money that was deducted from the 2022 Part-time budget but were hours worked in 2021. Coroner Costello notes that the workload continues to increase, and she feels this may be the new normal. The Coroner's office is averaging about 50 cases a month and turning down almost 75 cases a month. This also helps with the office work and getting documentation, medical records, subpoenas, and data entry completed. Councilmember Vernon notes that she and Councilmember Murray both met with Coroner Costello a couple of weeks ago and discussed the function of her department. She notes that they both agreed this is appropriate at this time.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. <u>Motion carried</u>.

D. Probation – Dave Hullinger

2022 Salary Statement Up to \$18 Part Time Salaries / Fund 1000 & Fund 2000 This salary statement is to raise the rate of the Administrative Assistant position with the Probation Department from \$13.50, to up to \$18. He has had to move 4 part time people down to Juvenile intake and was having issues replacing them with the low salary offered based on the work schedule required.

Councilmember Richard asked if the issue with filling the positions was the pay or lack of qualified candidates? Dave Hullinger advised that he felt it was the lower pay rate.

• Councilmember Hamilton moved to approve the salary statement as presented, second by Councilmember Dullum. Motion carried.

E. Community Corrections – Jason Huber

Misdemeanant Fund 1175

Appropriation

\$ 33,267 Other Professional Services

•Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Hamilton.

This appropriation is to fund the fleet vehicle leases for Community Corrections. This is their portion of the 1175 fund.

Councilmember Basham asked what these vehicles are used for, as it was his understanding that people came to Community Corrections and did their time and then left? Director Huber noted that vehicles were leased prior to his appointment as the director. These vehicles are leased for some Administrative staff, surveillance officers, a couple of training vehicles to get staff to and from trainings, and a maintenance truck. He notes that in all, they lease about 17 vehicles.

Councilmember Basham asked what the total lease amount was for the year? Director Huber advised that the amount being requested was the total for the year.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. <u>Motion carried</u>.

F. TEMA - William "Smokey" Anderson

1. LIT PS Fund 1170

Appropriation \$ 44,353 Safety / Machinery & Equipment

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Murray.

This appropriation is to approve funds that were originally appropriated back in 2021 for emergency radios. TEMA ordered them and anticipated they would arrive last year but have still not arrived. They expect to receive them later this year. This will be for the mobile operations center.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. <u>Motion carried.</u>

2. Hazmat Fund 2546

Appropriation

\$ 9,040 Other Professional Services

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Murray.

This appropriation is for funds from the HAZMAT Team having responded to a spill, and the responsible party has to reimburse for that expense. This was a payment from an November 30th, 2021 response, and TEMA will have to pay Battleground Voluntary Fire Department \$4,377. President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

G. Soil & Water - Kris Gertz

General Fund 1000

Appropriation

\$ 15,000 Grants & Support

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.

This appropriation is for funds needed to offset expenditure balances remaining. Due to staffing changes, the funds in Agency support were never utilized in 2021.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. <u>Motion carried</u>.

H. Health - Dr. Jeremy Adler

1. Vaccine Reimb Fund 9170 FY21

Appropriation	\$ 87,800	Full-Time Salaries
	\$ 7,200	Chief Deputy / Appointed
	\$ 4,600	Benefit Eligible Part Time S
	\$ 10,700	Part Time Salaries
	\$ 8,086	Social Security
	\$ 9,834	PERF Retirement
	\$ 650	Workers Compensation
		From Other Professional Services

•Councilmember Murray moved to remove the request from the table as presented, second by Councilmember Richard.

Dr. Adler, Health Department Medical Director, advised that this is a request for hazard bonus pay for the Health Department staff for their efforts over the last two years. He advised that this covers 2 years of additional work that the staff has put in to help the County through COVID 19. He notes that the Vaccine Reimbursement Fund 9170 is a grant given by the State Department of Health to local Health Departments. The funds come from health insurance dollars that have been reimbursed to the State for the administration of the COVID vaccine and is not tax dollars, Federal funds, State funds, or County funds being used. The State Department of Health has informed local Health Departments that their intention for this reimbursement is that it goes directly to the entity that administered the vaccine. It is meant to assist with the expenses related to operating a public-facing site. The State Department also stated that they are not stipulating how and by when

the funds are able to be allocated or spent. This appropriation is not just an issue of overtime but also an issue of providing hazard pay to the staff who also carried out numerous duties that were not part of their typical job description. Dr. Adler provided a list of job duties completed above the normal job descriptions.

Councilmember Murray stated that he doesn't disagree that the Health Department has gone above and beyond during the pandemic. However, out of the list of Health department employees, all received overtime compensation except for the two individuals that were exempt and did not fall into the overtime category. He notes his appreciation for all departments that worked hard and long hours during the COVID pandemic. He states that from a logical standpoint, he cannot agree to the vaccine reimbursement funds being allocated for bonuses or hazard pay.

Councilmember Richard thanked the Health Department for going above and beyond and being a tremendous service to the community. He feels our County is very fortunate to have such a high quality of a Health Department. He states that the Council shouldn't restrict the departments from getting benefits and available funding to compensate, reward, or show the employees what a great job they are doing. Councilmember Richard advises that this funding is not from the taxpayer's bottom line, it's money from grant opportunities that are there and meant for that purpose. He notes that for the Council to deny or restrict those types of funds is a disservice to our departments. He encourages all the departments and department heads to continue to do a great job, and when funding opportunities for a department become available, the Council should support and approve it.

Councilmember Hamilton notes that Dr. Adler stated these funds could be used as the Health Department determined appropriate. She asked how the Health Department came to the conclusion that all the funds should go to hazard pay, and are there other areas these funds could be appropriated for better use of resources? Dr. Adler stated that the amount being requested for the hazard pay is less than half of the total amount of funding. The total amount of funding is \$287,981. Additional considerations for the funding have been to purchase 2 vehicles for the Health Department and for providing hazard pay to other County Departments that have assisted the Health Department in their pandemic efforts.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion failed 6-1, with Councilmember Richard voting No.

2. 2022 Salary Statement

99,800

Salaries for Vaccine Reimbursement/Working during the pandemic / Fund 9170

No action needed on the salary statement, due to appropriation being denied.

3. 2022 Salary Statement

\$ 122,761

Regular Salaries

\$ 18,334

Administrator salary split between J. Houston

Total Salary \$ 141,095

& A. Balser ~Until Administrator Position is

filled.

•Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Richard.

This salary statement is to request that the previous Administrator's salary be split between Jeff Houston and Amanda Balser, who are serving as interim Co-Administrators until the Administrator position is filled. The Health Department is in the process of searching for and interviewing applicants for that position.

Councilmember Murray advised that after reviewing past practices within the County and

considering these individuals are doing one and a half jobs, he is in support of this salary split temporarily.

Councilmember Vernon states that compensating for additional work is appropriate. She asked if this had gone before the Commissioners for approval? Dr. Adler advised that it had been discussed with the Commissioners and gone through the consulting firm. HR Director Shirley Mennen advised that it has not gone through the Consulting firm because there is not an interim Administrator job description. Councilmember Vernon stated that if there is not a job description. then it has not gone to a Commissioner meeting for approval. She notes that this request feels like the Health Department is circumventing the system, and the Council could be setting a precedent. Councilmember Vernon then asked what Dr. Adler meant about this being temporary until the position is filled? She notes that a position being considered filled could happen at the time a job offer is extended. Dr. Adler advised that interprets it as meaning until the new Administrator walks in the door. Councilmember Vernon asked if this salary adjustment stops the first day of employment for a new Administrator? Dr. Adler confirmed that to be correct, as the interim Administrators would be continuing to carry out the duties of the Administrator until the day the new Administrator starts and the transfer of duties takes place. Councilmember Vernon stated that she still could not approve it without the request having gone through the proper channels because she feels it is setting a precedent for other departments to ask for the same thing. Dr. Adler noted that there was a precedent for this in 2013 when during his first year as Health Officer, the Administrator went on an extended medical leave, and there was an interim Administrator appointed for about 3 months. He notes that the interim appointment, at that time, was approved by the Council. The interim Administrator received the Administrator's salary until his return from medical leave.

Councilmember Richard stated that with the Council having the ability and capability to fund as the department head has asked, and with it not being a hardship to the department, the Council should support this request.

Councilmember Murray noted that budget-wise, he believes the Health Department is still in line with what was budgeted for that line item.

Director Mennen noted that the actual job description for the job posting was updated, but there was not an interim Administrator posting created. In 2013, the interim director actually stepped into the actual job description and was paid at that level directly.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried, 6-1, with Councilmember Vernon voting no.

I. Commissioners - Dave Byers

1. ARPA Area IV Fund 8668 FY22

Grant Appropriation

\$ 4,000 Other Supplies

\$ 10,978 Other Professional Services

\$ 14,978 Total Requested

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.

This appropriation is for ARPA funding from INDOT for the Area IV Rural Transit Program. This money is to be used between October 1, 2021 through December 31, 2022.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried

2. Area IV AACAP Fund 8668 FY22 Grant Appropriation

\$ 2,005 Other Supplies

\$ 90,000 Other Professional Services

\$ 92,005 Total Requested

 Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Richard.

This appropriation is for money received from the Section 5311 and PMTF Operating Assistance Grant. This is funding for the Area IV Agency on Aging and Community Actions Programs, Inc., to gather data and documentation for needs of Rural transportation.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried

- X. Committee Reports None
- XI. Unfinished Business- None

XII. Commissioner FYI

Commissioner Byers advised that Purdue will be hosting the Road School Transportation Conference March 15 – 16, 2022.

Commissioner Byers noted that the Tippecanoe County Health Department and Extension Office are fully relocated to the Tippecanoe County Central Offices. He advised that there will be an open house held on April 8th, 2022 from 10:00 A.M. – 1:00 P.M. He thanked Anthony Dildine, Maintenance Director, and his crew for their help in getting both departments moved. He notes that the office space where the Health Department just moved from should be fully renovated by the end of the week, and then the Surveyor's office will be able to relocate into that space.

Commissioner Byers introduced the new Fairgrounds Events Director, Kimberly Murray. He notes that she has started in this role and has already been very busy learning the new role. Kimberly Murray thanked the Council for the opportunity to speak and notes that she is aware there is a big bond to pay. Her goal is to make money on that facility to help cover the bond payments.

Councilmember Murray advised that with Kimberly Murray being his spouse, he spoke with Doug and Shirley regarding any possible conflicts of interest. He notes that while he is legally allowed to vote on everything fairgrounds related minus the salary statement, ethically, while she holds the position, he will abstain from all votes related to the fairground. The one exception is the overall budget that is approved annually at budget hearings.

XIII. New Business

Auditor Plantenga advised that the November Council Meeting is scheduled for November 8th, 2022. However, that is election day, so he was asking if that meeting should be moved to a later time or a different day to accommodate? He stated that he does not need an answer today, but it may need readdressed at the next meeting.

XIV. Public Comment - None

XV. ADJOURNMENT

• Councilmember Hamilton moved to adjourn, second by Councilmember Richard and the President adjourned the meeting.

TIPPECANOE COUNTY COUNCIL

Kevin L. Underwopd, President

Kathy Vernor, Vice President

03.08.2022 CL Meeting Minutes

Ben Murray

Jody Hamilton

Jøhn R. Basham II

Lisa Dullum

ATTEST:

Robert A. Plantenga, Auditor 04/12/2022

Minutes prepared by Jennifer Wafford, Recording Secretary